HOW TO: Register an Off-Highway Motorcycle in Go Wild

STEP 1: Log in to your existing Go Wild account

Visit the website gowild.wi.gov. Click on the Get Started button.



 Access or Create your Account - Search for your existing customer record using one of the four options shown below. Or, if you have never done business with the Wisconsin DNR before and need to create a new DNR customer number, click Create New Account.



OR

New to the Wisconsin DNR? If you've never done business with the DNR before, you'll need to create an account. This will generate your DNR customer ID number, which will appear above your name when you go to your homepage.
Create New Account

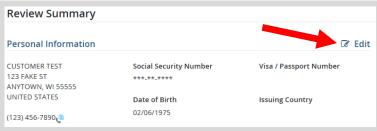
• **Welcome Back!** Your account has been found. Enter your <u>driver license</u> (optional). If you do not wish to enter your driver license, leave the DL state and DL number blank. Select Next when finished.



Preferences and Residency. Answer both questions and select Next.

Preferences and Residency
When DNR receives a request from a third party for a list of customers or businesses: <i>Required</i> Q
○ Include my name/business ○ Don't include my name/business
Residency Required ©
Are you a Resident of the State of Wisconsin?
○ RESIDENT ○ NON-RESIDENT
To qualify for a WI Resident pricing online, you must provide a valid WI driver's license. If you do not have a valid WI driver's license, you may continue as a non-Resident or you can visit an agent location to provide proof of residency.
Cancel Next

• Review Summary. Check your personal information (address, phone, email, etc) for accuracy. If changes need to be made, select the select the



STEP 2: Select your vehicle to register

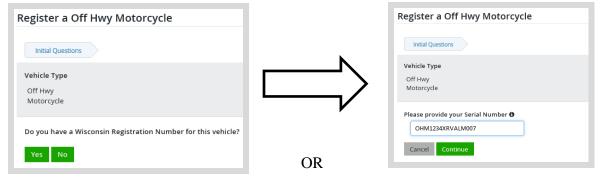
Customer Homepage. Locate the section for <u>ATV/UTV</u>, <u>Boats</u>, <u>Off-Highway Motorcycles</u>, <u>and Snowmobiles</u>.
 Select the button to Register Vehicles.



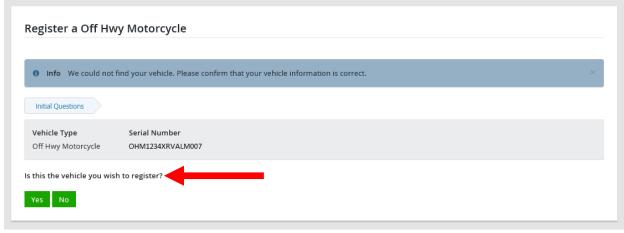
• **Register a recreational vehicle.** Select the <u>type of vehicle</u> you wish to register. Click on the icon for vehicle definitions and descriptions.



Register an Off Highway motorcycle (OHM). If the vehicle has been registered in Wisconsin before, and you have the Wisconsin registration number, select YES and enter it. If not, select NO and you will be asked to enter the vehicle serial number instead. You must have one of these numbers to continue.



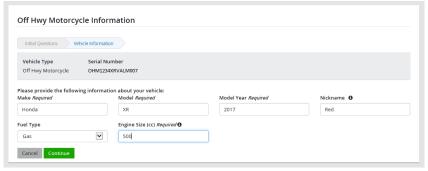
Vehicle confirmation. If that vehicle has been registered in Wisconsin before, it will find it in the database. If not, the system will assume it is a new registration. Use the information on the screen to confirm the vehicle is the one you wish to register. If it does not look correct, select NO and search again. Otherwise select YES if it is correct.



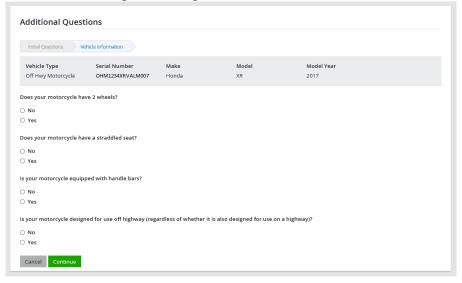
• **Serial number verification.** How did you confirm the serial number on your vehicle? Pick the one that most closely matches the document you copied the serial number from. Select Continue.

Initial Questions		
Vehicle Type	Serial Number	
Off Hwy Motorcycle	OHM1234XRVALM007	
MSO (Manufacturer's St	tatement of Origin)	
) Dealer		
Supporting Document/E	BIII OT Sale	

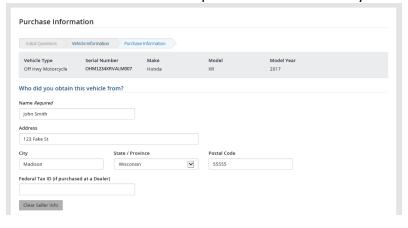
• Vehicle Information. Enter the specifications of your vehicle. Make sure to fill in all required fields.



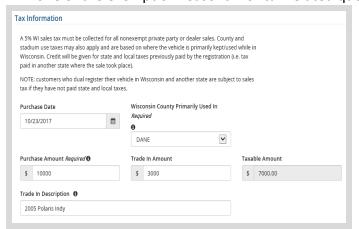
 Additional Questions. Answer all the questions regarding the description of your OHM. Vehicles must meet the State definition to be eligible for registration and use on trails.

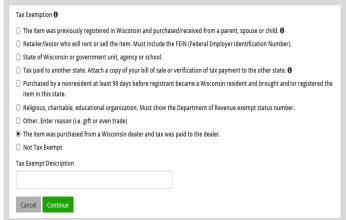


• Purchase Info. Enter the name and address of the person or business that you obtained the vehicle from.

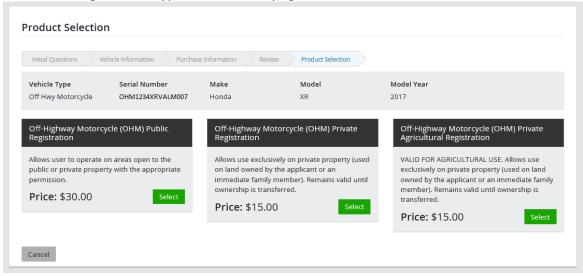


• **Tax Information.** Enter the date purchased and the Wisconsin county it will be primarily used/kept in. Enter the amount you paid for the vehicle, and any trade in amount and description you had at a dealer location. If you are exempt from paying the taxes on the purchase price, indicate the reason by checking one of the exemption reasons. For tax related questions please contact the Department of Revenue.

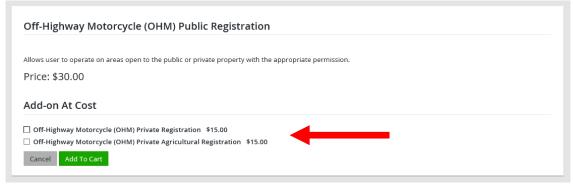




- Registration Summary Page. View the summary of the information you have entered for your vehicle to ensure accuracy. Select
- **Product Selection.** Select the registration type you wish to have on your vehicle. A summary of the registration types are provided in each product selection box. If you wish to register as two types, you may choose additional registration types on the next page.

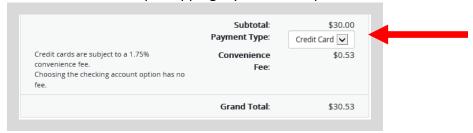


• **Registration add-ons.** Choose any add-on products that you may need for your vehicle registration. Example: You may also register your OHM for private use. Check all that apply and add to cart.



STEP 3: Make payment and print your temporary operating receipt

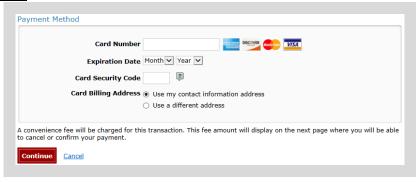
• **Shopping Cart.** Confirm your purchase is correct. Select your <u>Payment Type</u> (Credit Card or Checking Account) and select Checkout. Or select Keep Shopping if you need to purchase more.



• **Donations:** Make a donation to ther Cherish Wisconsin Fund. You may select one of the predetermined amounts or select Other to enter in a specific amount.



- Make Payment. Check the screen for reminders and confirm the total. A convenience fee of 1.75% will be added to your total when a credit card is used. Select Make Payment when ready.
- Payment Processing. Scroll to the bottom and enter your credit card (or checking account) information.
 Select the red <u>Continue</u> button when finished.



- **Review Payment.** The last step before the purchase is final. Confirm your payment details, payment method, Billing address, and contact info on the screen. Select when finished.
- **Confirmation.** Your purchase is final, but you are not done yet! Copy down the confirmation number or print the screen. Then select the red <u>Continue</u> button to return to GoWild and print your registration documents.



Printing your license. Now back in the Go Wild site, scroll down all the way to the bottom and select the Receipt and License Documents button and open the documents for printing. You must carry this printed temporary operating receipt while you operate until your duplicate materials arrive via US Mail.

